

~~SECRET~~  
Sanitized - Approved For Release : CIA-RDP70-00211R000100010002-6  
**ROUTING AND RECORD SHEET**

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

FROM:

NO.

DATE

12 May 1953

RMO/OSI

TO	ROOM NO.	DATE		OFFICER'S INITIALS	COMMENTS
		REC'D	FWD'D		
1. Mr. [REDACTED] Records Management Center	2501 "H" Street	15 May 53		J	1. The enclosed copy of the minutes of the OSI Divisional Staff Meeting of 14 April 1953 is forwarded for your information and retention. Note especially Paragraph 4. In addition, and also forwarded herewith, is the memorandum by the AD/SI to all Division and Staff Chiefs dated, 12 May 1953, formally initiating an active Records Management Program within OSI and confirming the 14 April appointment of Mr. [REDACTED] as RMO/OSI.
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